

**DEPARTMENT OF GENERAL SERVICES  
OFFICE OF PUBLIC SCHOOL CONSTRUCTION**501 J STREET, SUITE 400  
SACRAMENTO, CA 95814

May 17, 1996

To : All School District Superintendents and County Superintendents of Schools

Subject : **STAFF WORKLOAD PRIORITIES**

On May 6, 1996, the Office of Public School Construction (OPSC) issued an advisory letter addressing actions taken by the State Allocation Board (SAB). Included in the advisory letter was a description of the workload priorities for the OPSC project management staff. They are primarily processing the release of the Proposition 203 funds to be allocated by the SAB at the May 29, 1996, meeting. Based on these priorities, project management staff is currently focused on processing bids, preparing SAB appeal requests for health and safety issues, and processing fund releases for Planning, Site and Construction Phases.

The OPSC understands the concern that many districts have regarding the focus of the project management staff resources to releasing Proposition 203 funds. Also, that district application phase requests and appeals (other than health and safety) are not being processed in a timely manner. It is not the intent of the OPSC to damage a district by any processing delays, therefore all requests not currently being processed are recorded by date received and logged in by the OPSC staff. It is anticipated that the project management staff will be able to resume application processing within 3 to 4 months.

Sincerely,

OSCAR WRIGHT  
Executive Officer

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